



Job Opportunity

State Controller's Office

Position: Associate Information Systems Analyst (Specialist) - 2 positions | Statewide

Location: 21st Century Project, Personnel/Payroll Services Division
710 Riverpoint Court, West Sacramento, CA 95605

Issue Date: August 9, 2006

Final Filing Date: Until Filled

Contact/Telephone:

Stephanie Cervantes, (916) 375-6039

Who May Apply: Individuals who are currently in the Associate Information System Analyst or Associate Programmer Analyst classification, eligible for lateral transfer or promotion, or reachable on a certification list.

California Relay Service: 1-800-735-2929

Position Number(s): 051-221-1470-027
051-221-1470-028

Please call (916)323-3055 to request reasonable accommodations

Scope of the Position:

Under the general direction of the 21st Century Project's Security Manager (DPM II), the Associate Information Systems Analyst will work on the Security Team and will play a supporting role in providing information and data security expertise to the security, technology infrastructure, conversion and application security teams. They perform less complex systems analysis; design; specifications; implementation; problem resolution; and execution of defined security standards for program process, deliverables, and functional capabilities of system components.

Duties and Responsibilities:

Candidates must perform the following essential functions with or without reasonable accommodations

Specific duties of the Associate Information Systems Analyst, acting with guidance or as a member of the Security Team, will include, but not be limited to the following:

- Perform technical analysis of business practices to identify technology solutions.
- Participate in the development of technical designs, and participates in the work activities required to construct access and authorization tables and matrices.
- Support security administration of proposed security hierarchical structure.
- Work with business analysts and managers to review business processes and policies to define appropriate uses of technical solutions.
- Troubleshoot information technology problems.
- Assist in reviewing technical products for accuracy, completeness, and consistency with requirements.
- Assist in reviewing updates to project plans to ensure that interdependencies are being managed within and across projects.
- Assist in developing standards for program processes and deliverables.



The State Controller's Office is committed to providing equal opportunity to all regardless of race, color, creed, national origin, ancestry, sex, marital status, gender, disability, religious or political affiliation, age, or sexual orientation.



- Assist in reviewing all processes to ensure all deliverables adhere to defined security standards.
- Assist in assessing functional capabilities of various components of the system.
- Participate in review of deliverables to assess security.

DESIRABLE QUALIFICATIONS:

Attributes:

- Ability to communicate effectively.
- Good analytical and interpersonal skills.
- Ability to easily adapt to change and act effectively under pressure.
- Ability and willingness to accept new responsibilities and accept personal responsibility for the development of the knowledge and skills necessary to succeed.
- Possess and understanding in the planning, design, implementation and use of automated systems.
- Possess the knowledge and experience in creating and maintaining an access administration hierarchical structure and the corresponding matrices.
- Ability to effectively conduct presentations.
- Ability to create and sustain cooperative working relationships.
- Possess the following personal traits patience, tact, reliability, and dependability.

Desired Experience:

- Worked in access and application security.
- Worked on large software application development project.
- Basic knowledge of SAP's Netweaver component framework.
- Basic knowledge of SAP's Security (profiles and authorizations) framework.
- Familiar with SAP's Solution Manager.
- Practiced an industry recognized systems development methodology.

Reasons to apply/accept a position with the 21st Century Project Team:

1. The 21st Century Project is the most innovative project evolving in state government! This is a great opportunity to participate in the project design, development, and implementation of the industry-leading mySAP ERP 2005 software product.
2. This is a multiyear project and a great opportunity to work closely with dedicated state professionals, our contracting system integrator, and with a premiere IT software platform.
3. You will be on the cutting edge gaining valuable IT competencies, opportunity for extensive training, and acquiring experience that will be marketable statewide.

NOTE: This location has **FREE PARKING**.

Applications will be screened and only the most qualified will be interviewed

How to Apply:

All hires will be subject to a background check.

For permanent positions, SROA and Surplus candidates should attach "surplus letters" to their application. Failure to do so may result in your application not being considered.

Please submit a STD. 678 State Application and Résumé to:

State Controller's Office

21st Century Project, Personnel Payroll Services Division

P.O. Box 942850

Sacramento, CA 94250-5878

Attn: Stephanie Cervantes